

**General Services Administration  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

*On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA-Advantage!<sup>TM</sup>, a menu-driven database system. The Internet address for GSA-Advantage!<sup>TM</sup> is: <http://www.gsaadvantage.gov>*

**Mission Oriented Business Integrated Services  
FSC Group: 874**

**Contract No.: GS-10F-0618N**

*For more information on ordering from GSA Schedules, visit [www.gsa.gov/schedules-ordering](http://www.gsa.gov/schedules-ordering)*

**Contract Period: September 29, 2003 - September 28, 2013**



**Contractor**

**Jones Lang LaSalle - Northeast, Inc.  
1801 K Street NW, Suite 1000 Washington, DC 20006  
Telephone: (202) 719-5720  
Fax: (312) 601-1471  
[www.joneslanglasalle.com](http://www.joneslanglasalle.com)**

**Contract Administrator**

Margaret A. Harris  
Jones Lang LaSalle Americas  
1801 K Street NW, Suite 1000  
Washington, DC 20006  
Telephone: (202) 719-5720  
Fax Number: (312) 601-1471  
Email: [margareta.harris@am.jll.com](mailto:margareta.harris@am.jll.com)

Business Size/Status: Large

Prices shown herein are NET (discount deducted)

**Pricelist current through modification #A222 dated March 27, 2012**



Contract Holder



## TABLE OF CONTENTS

GENERAL CONTRACT INFORMATION.....	1
CONTRACT OVERVIEW.....	3
CONTRACT ADMINISTRATOR.....	3
MARKETING AND TECHNICAL POINT OF CONTACT .....	3
CONTRACT USE.....	3
CONTRACT SCOPE.....	3
INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES .....	4
REQUIREMENTS EXCEEDING THE MAXIMUM ORDER.....	5
BLANKET PURCHASE AGREEMENT .....	6
LABOR CATEGORY DESCRIPTIONS .....	7
HOURLY RATES FOR SERVICES .....	10



### Government Services

Worldwide > Services > Government Services

#### Overview

#### Helping leverage your real estate to support your mission

Government entities face the same pressures as public and private companies: deliver more services while using fewer resources. This means exploring new ways to extract value from government real estate assets while lowering costs and improving cash flow. Our team of government real estate experts can assist you in understanding and leveraging the value of your real property.

We can help align your real estate strategy with your overall mission by providing services across the complete lifecycle of real assets. Specializing in strategic portfolio analysis, brokerage, facility and project management, and public-private partnerships, we understand the politics, complex laws, regulations and policies that affect government real estate.

## GENERAL CONTRACT INFORMATION

- 1a. Table of Awarded Special Item Numbers (SINs): (Please refer to [GSA eLibrary](#) for detailed descriptions)
- **874-6 / 874-6RC Acquisition Management Support** • **874-7 / 874-7RC Program and Project Management**
- 1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates on page #[9](#)
- 1c. Labor Category Descriptions: Please refer to page #[7](#)
2. Maximum Order: \$1,000,000
3. Minimum Order: \$300
4. Geographic Coverage: Domestic & Overseas
5. Point (s) of Production: Not Applicable
6. Discount from List Price: All Prices Herein are Net
7. Quantity Discounts: Not Applicable
8. Prompt Payment Terms: Net 30 days
- 9a. Government Purchase Card *is* accepted at or below the micro – purchase threshold.
- 9b. Government Purchase Card *is not* accepted above the micro – purchase threshold.
10. Foreign Items: None
- 11a. Time of Delivery: To Be Negotiated with Ordering Agency
- 11b. Expedited Delivery: To Be Negotiated with Ordering Agency
- 11c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency
- 11d. Urgent Requirement: To Be Negotiated with Ordering Agency
12. F.O.B. Point(s): Destination
- 13a. Ordering Address: Jones Lang LaSalle  
Attn: Margaret Harris  
1801 K Street, NW , Suite 1000  
Washington, DC 20006  
Telephone: (202) 719-5720  
[margareta.harris@am.jll.com](mailto:margareta.harris@am.jll.com)
- 13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

## GENERAL CONTRACT INFORMATION (CONTINUED)

- |   |  |
|---|--|
| 14. Payment Address:  | Jones Lang LaSalle Americas, Inc.<br>33832 Treasury Center<br>Chicago, IL 60694-3400 |
| 15. Warranty Provision:   | Not Applicable   |
| 16. Export Packing Charges:   | Not Applicable   |
| 17. Terms & Conditions of Government Purchase Card Acceptance:  | Contact Contract Administrator   |
| 18. Terms and conditions of rental, maintenance, and repair:  | Not Applicable   |
| 19. Terms and conditions of installation (if applicable):   | Not Applicable   |
| 20. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices:  | Not Applicable   |
| 20a. Terms and conditions for any other services (if applicable):   | Not Applicable   |
| 21. List of service and distribution points (if applicable):  | Not Applicable   |
| 22. List of participating dealers (if applicable):  | Not Applicable   |
| 23. Preventative maintenance (if applicable)  | Not Applicable   |
| 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.):   | Not Applicable   |
| 24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: <a href="http://www.Section508.gov">www.Section508.gov</a> : | Contact Contract Administrator for more information.                                 |
| 25. Data Universal Number System (DUNS) Number:   | 104465740  |
| 26. Jones Lang LaSalle - Northeast, Inc. is registered in the Central Contractor Registration (CCR) database.   |  |

## **CONTRACT OVERVIEW**

GSA awarded Jones Lang LaSalle - Northeast, Inc. a GSA Federal Supply Schedule contract for Mission Oriented Business Integrated Services (MOBIS), Contract No. **GS-10F-0618N**. The contract began September 29, 2003. The current contract period is **September 29, 2008 - September 28, 2013**. GSA may exercise a total of up to two additional 5 year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

### **CONTRACT ADMINISTRATOR**

Margaret Harris  
Jones Lang LaSalle Americas  
1801 K Street, NW, Suite 1000  
Washington, DC 20006  
Telephone: (202) 719-5720  
Fax Number: (312) 601-1471  
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### **MARKETING AND TECHNICAL POINT OF CONTACT**

Margaret Harris  
Jones Lang LaSalle Americas  
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## **CONTRACT USE**

This contract is available for use by all federal government agencies, as a source for Mission Oriented Business Integrated Services, for worldwide use. Executive agencies, other Federal agencies, mixed –ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

## **CONTRACT SCOPE**

Jones Lang LaSalle - Northeast, Inc. has been awarded a contract by GSA to provide services under the following SINs. SIN descriptions are available on [GSA eLibrary](#):

### **874-6/874-6RC Acquisition Management Support**

### **874-7/874-7RC Program and Project Management**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed.

## **INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES**

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that **Jones Lang LaSalle - Northeast, Inc.** meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide MOBIS services, follow these simple steps:

### **Step 1. Develop a Statement of Work (SOW)**

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

### **Step 2. Select Contractor and Place Order**

- If the order is at or below the micro-purchase threshold, select the contractor best suited for your needs and place the order.
- If the order is exceeding the micro-purchase threshold, but less than the maximum order threshold (MOT), prepare an RFQ;
- If the order is in excess of the MOT, prepare an RFQ. Consider expansion of competition and seek price reductions.

### **Step 3. Prepare a Request for Quote (RFQ)**

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA's electronic RFQ system, e-Buy

### **Step 4. Provide RFQ to at least Three Firms**

### **Step 5. Evaluate Offers, Select Best Value Firm, and Place Order**

## **REQUIREMENTS EXCEEDING THE MAXIMUM ORDER**

In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

- Review additional schedule contractors' catalogs/price lists or use the "GSA Advantage!" on-line shopping service;
- Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Vendors may:

Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations.)

- Offer the lowest price available under the contract; or
- Decline the order (orders must be returned in accordance with FAR 52.216-19).

A task order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.

Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-74.

## BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (*e.g.* estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

### Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

### Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.



## LABOR CATEGORY DESCRIPTIONS

GSA Labor Category	Principal Responsibilities	Qualifications:
<b><u>Principal</u></b>	<ul style="list-style-type: none"> <li>• Senior member of firm with strategic project planning and oversight responsibilities; ensures appropriate allocation of resources to an engagement.</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelors Degree or equivalent experience in management, finance, real estate or a related field</li> <li>• Proven ability to plan, administer, execute and managed multiple engagements both on a consulting and transactional basis engagement</li> <li>• Minimum of 18 years relevant business experience in real estate industry</li> <li>• Experience with leadership roles on real estate consulting engagements</li> <li>• Excellent written and verbal communication skills</li> <li>• Strong analytical, organizational and interpersonal skills</li> </ul>
<b><u>Senior Subject Matter Expert</u></b>	<ul style="list-style-type: none"> <li>• Senior member of the firm providing expertise in the real estate strategic planning, market and financial analysis, deal structuring, and contracting and community planning experience. The individual should also possess expertise in a multitude of property categories, possess the ability to analyze, evaluate, and provide advice on alternative uses of real estate and have experience in strategic planning services. Assists agencies in improving their real estate decision-making processes and maximizing the effectiveness of their real estate portfolios by assessing the financial feasibility of projects including the sizing, structuring, and execution of debt and other forms of capital. May assist agencies in developing long-term real estate strategies to aid them in decision making over time.</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelors Degree or equivalent experience</li> <li>• Minimum of 18 years relevant business experience in real estate industry or particular subject matter required for the engagement</li> <li>• Experience with leadership roles on real estate consulting engagements</li> <li>• Excellent written and verbal communication skills</li> <li>• Strong analytical, organizational and interpersonal skills</li> </ul>

<b>GSA Labor Category</b>	<b>Principal Responsibilities</b>	<b>Qualifications:</b>
<b><u>Senior Advisor</u></b>	<ul style="list-style-type: none"> <li>• Manage strategic business and real estate initiatives</li> <li>• Provide complex financial analysis required for key decision making</li> <li>• Provide direction and leadership to project team</li> <li>• Review and approve project schedules</li> <li>• Provide quality control of all project deliverables</li> <li>• Develop and maintain high level relationships within the community</li> <li>• Recruit, hire and train professional advisory staff</li> <li>• Some travel required</li> <li>• Perform other related duties as assigned</li> </ul>	<ul style="list-style-type: none"> <li>• Related advanced degree or equivalent knowledge</li> <li>• Minimum of fifteen years relevant business experience in the real estate industry</li> <li>• Licensed as a commercial real estate agent</li> <li>• Excellent written and verbal communication skills</li> <li>• Strong analytical, organizational and interpersonal skills</li> </ul>
<b><u>Staff Advisor</u></b>	<ul style="list-style-type: none"> <li>• Coordinate strategic business and real estate initiatives</li> <li>• Provide complex project specific financial analysis</li> <li>• Develop, coordinate and maintain project schedules</li> <li>• Develop and maintain client relationships</li> <li>• Attend client meetings as needed</li> <li>• Mentor and train Junior Advisors</li> <li>• Some travel required</li> <li>• Perform other related duties as assigned</li> </ul>	<ul style="list-style-type: none"> <li>• Related advanced degree or equivalent knowledge</li> <li>• Minimum of seven years relevant business experience</li> <li>• Licensed as a commercial real estate agent</li> <li>• Strong analytical, organizational, interpersonal and communication skills</li> </ul>
<b><u>Junior Advisor</u></b>	<ul style="list-style-type: none"> <li>• Assist with strategic real estate initiatives</li> <li>• Assist with and complete standard financial analysis</li> <li>• Provide timely completion of assigned project deliverables</li> <li>• Attend client meetings as needed</li> <li>• Maintain client relationships</li> <li>• Some travel required</li> <li>• Perform other related duties as assigned</li> </ul>	<ul style="list-style-type: none"> <li>• Related bachelors degree or equivalent knowledge</li> <li>• Minimum of three years relevant business experience</li> <li>• Strong analytical, organizational, interpersonal and communication skills</li> </ul>
<b><u>Project Staff Associate</u></b>	<ul style="list-style-type: none"> <li>• Supports team members on engagements with general research, market research and analysis, and report preparation. Collects real estate information or other relevant economic and financial data and prepares commercial and industrial market reports, analyzing the current real estate market and pertinent economic influences. Coordinates with other engagement personnel to assist in technical aspects associated with these tasks.</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelors Degree or equivalent experience</li> <li>• Minimum of 3 years experience in real estate industry</li> <li>• Excellent written and verbal communication skills</li> <li>• Strong analytical, organizational and interpersonal skills</li> </ul>

<b>GSA Labor Category</b>	<b>Principal Responsibilities</b>	<b>Qualifications:</b>
<b><u>Project Assistant</u></b>	<ul style="list-style-type: none"> <li>• Support project team with general computer, editing, word-processing, graphics, and administrative skills to support project teams.</li> </ul>	<ul style="list-style-type: none"> <li>• Associates Degree or equivalent experience</li> <li>• Minimum of 3 years relevant experience</li> <li>• Excellent written and verbal communication skills</li> <li>• Strong analytical, organizational and interpersonal skills</li> </ul>

## HOURLY RATES FOR SERVICES

Labor Category	Current GSA Rates
Principal	\$316.84
Senior Subject Matter Expert	\$272.03
Senior Advisor	\$224.87
Staff Advisor	\$175.00
Junior Advisor	\$125.13
Project Staff Associate	\$116.74
Project Assistant	\$82.08